



CERTIFICATION, ASSIGNMENT AND WAIVERS DIVISION

98-9811

July 14, 1998

TO: All Individuals and Groups Interested in the Activities of the  
California Commission on Teacher Credentialing

FROM: Sam W. Swofford, Ed.D.  
Executive Director

SUBJECT: Approval of Revisions to Title 5 Section 80027 concerning Limited  
Assignment Emergency Multiple and Single Subject Teaching Permits

The Office of Administrative Law has approved the changes described below to Limited Assignment Emergency Multiple and Single Subject Teaching Permits. The changes become effective on permit issuance date *September 1, 1998*.

**Credentialed Teachers with Permanent Status**

The first change to Title 5 Section 80027 adds a requirement that the teacher obtain permanent status in a California school district before the employer may assign him or her on the basis of a Limited Assignment Emergency Permit. This change is intended to give a new teacher time to learn how to teach and be successful in the classroom before being assigned outside of the subject authorized by his or her credential.

To qualify for the Limited Assignment Emergency Permit, a teacher must:

- hold a valid California teaching credential,
- be currently employed by the employing agency requesting the permit,
- have obtained permanent status as defined in Education Code Section 44929.21 or 44929.22 or 44929.23 in a school district in California within the previous ten years,
- have the approval of the local governing board verified on the Employment Statement (CL-542 Rev. 5/98),
- consent to the assignment as verified by his or her signature on the Employment Statement (CL-542 Rev. 5/98), and
- submit a completed application form (41-4) and fee.

The Commission office does not define "permanent status"; the definition appears in the Education Code. When the superintendent signs the Employment Statement (CL-542 Rev. 5/98), he or she is certifying that, to his or her personal knowledge, the

applicant has met all of the requirements, including having obtained permanent status within the requirements of the statutes and regulations. Commission staff will verify that the applicant held an appropriate credential for a sufficient period of time to allow for the earning of permanent status.

### **Three Years on a Limited Assignment Emergency Permit**

The second change to the regulations limits the permit to two reissuances. Since six semester units of course work appropriate to the credential are required for reissuance, within three years a teacher should be able to either (1) complete the requirements for an appropriate supplementary authorization, (2) take and pass the examinations for the needed Multiple or Single Subject Teaching Credential, or (3) qualify for the assignment under one of the other available assignment options.

### **Issued for a Full Year**

The third change allows the holder of a Limited Assignment Emergency Permit a full year to complete the requirements for reissuance by changing the dating procedures to correspond to a change in statute that became effective on 1/1/98.

### **Revised Form**

A copy of the revised Employment Statement form (CL-542 Rev. 5/98) is attached for your use. The form may be photocopied. Please discard all previous versions of this form.

### **Questions**

If you have questions about these changes to the regulations or the requirements for the Limited Assignment Emergency Multiple and Single Subject Teaching Permit, please contact the Commission's Information Services Office by telephone at (916) 445-7254 between 12:30 and 4:30 any workday afternoon or by e-mail at <credentials@ctc.ca.gov>.

State of California

Box 944270 (1812 9th Street)

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(916) 445-7254

Web site: <http://www.ctc.ca.gov>

E-mail: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)

## Employment Statement

# LIMITED ASSIGNMENT EMERGENCY TEACHING PERMIT

## Including Teacher Consent and Board Approval

2. The teacher for whom this Employment Statement and Consent-Board Approval Form is submitted is:

Name of Applicant

(Print or type)

Last

First

Middle

- Name of county (or state agency, if applicable) \_\_\_\_\_ CDS Code \_\_\_\_\_

- a. List subject(s) to be taught if departmentalized classes, or designate if self-contained class:

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- c. Specify portion of school day (periods or percentage of time) to be taught: \_\_\_\_\_

- ## CONSENT AND BOARD APPROVAL

Name (print or type)

Signature

Date \_\_\_\_\_

Name (print or type)

Signature

Date \_\_\_\_\_

Name (print or type)

Signature

Date \_\_\_\_\_

Service in the employ of a **county superintendent of schools office** or a private school requires the signature of the county superintendent of schools . Service in the employ of a **state agency** requires the signature of the Head of the State Agency .

## **LIMITED ASSIGNMENT EMERGENCY MULTIPLE OR SINGLE SUBJECT TEACHING PERMITS**

**Authorization:** The Limited Assignment Emergency Multiple or Single Subject Teaching Permit authorizes the holder to teach in the assignment described in the statement signed by the teacher and the appropriate employing agency official, and approved by the local governing board.

### **Requirements for initial issuance:**

- (1) The applicant must be currently employed by the local governing board requesting such assignment.
- (2) The applicant must hold a valid California teaching credential based on a baccalaureate degree and a professional preparation program, including student teaching.
- (3) The applicant must have obtained permanent status as defined in Education Code Section 44929.21 or 44929.22 or 44929.23 in a school district in California within the previous ten years
- (4) The applicant must submit a completed application form and the fee(s).
- (5) The application must be accompanied by the appropriate Commission-approved form (CL-542) signed by the applicant and an appropriate employing agency official verifying consent of both parties; describing briefly the whole assignment which the emergency permit holder will teach; explaining the situation or circumstances that necessitate the use of an emergency permit holder; stating that either a credentialed person is not available, or that one or more credentialed persons are available, but do not meet the specified employment criteria established for that position by the employing agency; and verifying prior approval of the assignment by the local governing board.

### **Requirements for renewal:**

- (1) The applicant must be currently employed by the local governing board requesting such assignment.
- (2) The applicant must hold a valid California teaching credential based on a baccalaureate degree and a professional preparation program, including student teaching.
- (3) The applicant must submit verification of the completion of at least six semester units, or the equivalent quarter units, of course work required for issuance of the appropriate credential.  
The holder of a Limited Assignment Emergency Permit, who has previously taught three or more years on a credential other than an emergency credential or permit, may submit the following in lieu of the required 6 semester units:
  - (A) verification that he or she has completed ninety hours of professional development activities that are directly related to the subject or class authorized by the Limited Assignment Emergency Multiple or Single Subject Teaching Permit; and
  - (B) submission of a Validation of Professional Development Statement, signed by the employing agency and the permit holder, that includes a brief description of the content of the teacher's professional development program, a brief description of the means by which the employing agency validated the quality and appropriateness of the teacher's professional development program, and a brief description of the manner in which the results of the teacher's professional development program were evaluated.
- (4) The applicant must submit a completed application form and the fee(s).
- (5) The application must be accompanied by the appropriate Commission-approved form (CL-542) signed by the applicant and an appropriate employing agency official verifying consent of both parties; describing briefly the whole assignment which the emergency permit holder will teach; explaining the situation or circumstances that necessitate the use of an emergency permit holder; stating that either a credentialed person is not available, or that one or more credentialed persons are available, but do not meet the specified employment criteria established for that position by the employing agency; and verifying prior approval of the assignment by the local governing board.

**Valid dates:** An emergency permit is valid for one year. The Limited Assignment Emergency Permit in any one specific subject may be reissued twice.